

**CONFIDENTIAL**

27 March 1963

MEMORANDUM FOR: Director of Security

THROUGH : Deputy Director of Security (PPS)

SUBJECT : Security Classifications Given to Office  
of Logistics Contracts

1. As you know, we are working on a program which we hope will decrease the tendency on the part of a great number of Agency personnel to classify semi-automatically most papers SECRET instead of considering other classifications. As soon as we learn of the results of the discussions at the [REDACTED] Conference of the FE paper on the use of CONFIDENTIAL, we intend to prepare a similar but expanded guide for all Agency personnel.

25X1A

2. We have noted a situation connected with the Office of Logistics classified contracts which we believe could be corrected at this time without waiting for the issuance of our Agency-wide guide. [REDACTED] gives the Director of Logistics the responsibility of approving the classifications proposed by the components requesting the classified contracts. We feel that it is probable that the Office of Logistics has fallen into the habit of semi-automatically accepting the SECRET classification routinely given by the requesting component. This is based upon information informally received to the effect that less than 1% of their contracts are CONFIDENTIAL whereas almost all of the rest are SECRET.

25X1A

3. A savings in money, manpower, and time could very well result if a number of these contracts were found to be CONFIDENTIAL instead of SECRET. This latter classification requires the contractor to give more protection for the storage of material and security re-inspections are conducted at more frequent intervals.

**CONFIDENTIAL**



~~CONFIDENTIAL~~

4. This was discussed with [REDACTED] Chief, OL Security Staff, on 26 March 1963, who advised that the attached memorandum signed by you would assist him in requiring justification from the components requesting the contract if the classification were higher than CONFIDENTIAL.

25X1A

5. It is requested that you sign the attached memorandum to the Office of Logistics.

[REDACTED]

25X1A

Assistant Deputy Director of Security (PPS)

Attachment:

Memo for D/S signature

Distribution:

- Orig & 1 - Adse
- 1 - ADD(PPS) w/att.
- 1 - C/PhySD w/att.
- 1 - Chrono w/o att.

OS/ADD(PPS):KAL:jmj (27 Mar 63)

~~CONFIDENTIAL~~

For Release 2000/09/02 : CIA-RDP83B00823R000100010001

UNCLASSIFIED X CONFIDENTIAL SECRET

CENTRAL INTELLIGENCE AGENCY  
OFFICIAL ROUTING SLIP

TO	NAME AND ADDRESS	DATE	INITIALS
1	DD(PPS)	3/28	WY
2	D/S	3/28	SS
3			
4			
5			
6	ADD(PPS) - For mailing.	29 MAR 1963	

ACTION	DIRECT REPLY	PREPARE REPLY
APPROVAL	DISPATCH	RECOMMENDATION
COMMENT	FILE	RETURN
CONCURRENCE	INFORMATION	2 SIGNATURE

Remarks:

25X1A

FOLD HERE TO RETURN TO SENDER

FROM: NAME, ADDRESS AND PHONE NO.

DATE

ADD(PPS)

3/27/63

UNCLASSIFIED X

CONFIDENTIAL

SECRET

For Release 2000/09/02 : CIA-RDP83B00823R000100010001

FORM NO. 2-61 237

Use previous editions

U.S. GOVERNMENT PRINTING OFFICE : 1961 O-587282